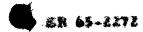
(CLASSIFICATION)



OFFICE OF THE DIRECTOR

In reply refer to Action Memorandum No.

6 MAY 1965

Deputy Director/Intelligence

Deputy Circeton/Flams

TO

Deputy Director/Science & Technology

Deputy Director/Support

Deputy for National Intelligence Programs Evaluation

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SUBJECT :

Daily Executive Committee Moetings at 9:50 s. ts.

REFERENCE:

In order to assist Admiral Rabora in becoming acquainted with the many activities of the Agency, it is requested that each Deputy report at least once a week on the activities of each of his offices. A negative report indicating that nothing new has developed during the period should be made in the great there is no development worthy of reporting. In the case of the DO/P, reports should be on a need-to-know basis, but, if necessary, can be made to the DCI alone. Deputy Directors are encouraged to invite office chiefs to make brief presentations if appropriate, but it is still desired to hold the length of the morning meetings to 30-45 minutes.

(signed) Lyman B. Kirkpatrick

Lyman B. Kirkpatrick Azeculive Director

ec: General Counsel Inspector Coneral AD/NE AD/CI

Mr. Chretien

LBK:drm

Distribution: Original & 9 - As above

SUSPENSE DATE:

1 - ER 1 - LEH/DC1 (1)- ExDir (- =A/DD)

GROUP 1 Excluded from automatic downgrading and

decinosification

MORI/CDF

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